

County of Loudoun
Department of Planning
MEMORANDUM

DATE: January 11, 2007

TO: Nicole Steele, Project Manager
Land Use Review

FROM: ^{RG} Pat Giglio, Planner
Community Planning

SUBJECT: SPEX 2006-0026 – Moorefield Station Retail, Banks with Drive-Through Facilities, 2nd Referral

CTD Moorefield Retail, L.L.C. is requesting a Special Exception for the development of two banks with drive-through facilities on the 1.6 acre subject site located within Moorefield Station. The subject site is zoned PD-TRC (Planned Development – Transit Related Center), and is located north of Loudoun County Parkway (Route 607), south of Ryan Road (Route 772) and west of Mooreview Parkway. The subject site is surrounded by vacant properties zoned PD-TRC and planned for future residential and retail development. The proposed banks are a permitted use on the subject site but the proposed drive-through facilities require special exception approval. The Revised General Plan identifies the subject site as being located within the Ashburn Community of the Suburban Policy Area in an area suitable for Business uses (Revised General Plan, Planned Land Use Map, p. 7-23).

Staff has reviewed the most recent submittal received December 14, 2006. Staff finds that the submitted materials adequately address and clarifies those issues raised in the first referral regarding building and site design, signage, landscaping, vehicular and pedestrian access, and parking. Staff finds that the proposed establishment of the two proposed banks with drive-through facilities on the subject site is consistent with the land use and business policies of the Revised General Plan. Staff supports the applicants request for a Special Exception (SPEX) for the two proposed banks with drive-through facilities on the subject site and recommends approval of the application.

cc: Julie Pastor, AICP, Planning Director
Cynthia Keegan, AICP, Community Planning Program Manager

This page intentionally left blank.

County of Loudoun
Department of Planning
MEMORANDUM

DATE: November 1, 2006

TO: Nicole Steele, Project Manager
Land Use Review

FROM: Pat Giglio, Planner^{RG}
Community Planning

SUBJECT: SPEX 2006-0026 – Moorefield Station Retail, Banks with Drive-Through Facilities

BACKGROUND

CTD Moorefield Retail, L.L.C. is requesting a Special Exception for the development of two banks with drive-through facilities on the 1.6 acre subject site located within Moorefield Station. The subject site is zoned PD-TRC (Planned Development – Transit Related Center), and is located north of Loudoun County Parkway (Route 607), south of Ryan Road (Route 772) and west of Mooreview Parkway. The subject site is surrounded by vacant properties zoned PD-TRC and planned for future retail. The proposed banks are a permitted use on the subject site but the proposed drive-through facilities require special exception approval.

The subject site is located slightly more than a mile from the core of Moorefield Station outside the "Transit-Supportive Area" (TSA). Moorefield Station, comprising approximately 600 acres, is being developed as a high density, mixed use Transit Oriented Development (TOD), which is oriented towards a planned Metro Rail stop within the Dulles Greenway corridor. Moorefield Station is being developed in phases in relation to the availability of Bus Rapid Transit (BRT) and, ultimately, Metro rail.

County GIS maps of the subject property indicate that few green infrastructure features are present.

COMPLIANCE WITH THE COMPREHENSIVE PLAN

The site is governed under the policies outlined in the Revised General Plan and the Toll Road Plan (TRP). Being the newer of the two plans, the Revised General Plan supercedes the TRP when there is a policy conflict between the two (Revised General Plan, text, p. 1-3). The Countywide Retail Policy Plan Amendment (Retail Plan) also applies. The site is located in the Ashburn Community within the Suburban Policy Area. The Revised General Plan identifies the subject site as suitable for Business uses (Revised General Plan, Planned Land Use Map, p. 7-23).

ANALYSIS

A. LAND USE

The Plan envisions Business communities to develop as mixed-use communities with large-scale office or light industrial uses as the predominant component (Revised General Plan, text & Design Guidelines, pp. 6-20 & 11-14). A mix of uses creates an environment where individuals not only can work, but where they can live and have convenient access to services (Revised General Plan, text, p. 6-20). The applicant is proposing two banks with drive-through facilities on the subject property. Since the underlying land use is Business, the proposed bank should be an Employment Supportive Retail use consistent with the Retail Plan (Retail Plan, text, p. 14). Employment Supportive Retail uses should be located in the areas they are intended to serve since they are not intended to attract "drive-by" users (Retail Plan, Policy A1, p. 14). Furthermore, retail/service uses should be physically linked and supplementary to specific employment uses.

The proposed banks with drive-through facilities are part of a larger planned 224,000 s.f. retail center and multi-family residential development, which is being developed by-right on the subject property by Carbon Thompson Development (STPL 2006-0013, Moorefield Station, Section 2B). The submitted plat shows that the proposed banks will be located on the southern-most edge of the future retail center and accessible only by a right-in from Mooreview Parkway and an internal street. The bank's location adjacent to Mooreview Parkway, a major connector between Loudoun County Parkway (Route 607) and Ryan Road (Route 722), will also attract a large numbers of "drive-by" users. Given the prominent location and nature of the proposed banks with drive-through facilities, the proposal should be considered as it relates to the surrounding future retail and employment uses and the planned Transit Supportive Area (TSA) of Moorefield Station. Businesses in these areas should complement and support, not compete with, the major retail, office, and service commercial in the TOD's commercial core (Revised General Plan, Policy 17, p. 6-25).

Overall, staff finds that the use of the subject site for the two proposed banks with drive-through facilities complies with the policies of the

Revised General Plan and the Retail Plan, although it should be noted that the policies do not provide specific guidance regarding drive-through facilities. The proposal is problematic given that the market it will serve in Moorefield Station is not yet built.

B. EXISTING CONDITIONS

The Green Infrastructure is a collection of natural, cultural, heritage, environmental, protected, passive and active resources that will be integrated in a related system. It includes stream corridors, vegetative landscapes, wildlife and endangered species habitats, and heritage resources (Revised General Plan, Policy 1, pp. 5-1 & 5-2). Development should take place around these elements, incorporating them into the design of the site (Revised General Plan, text, p. 6-2). Such an approach places a priority on preserving both sensitive environmental and man-made features. The subject site is comprised of an open hay field which is actively cultivated, no other green infrastructure elements are present on the subject site

Plan policies recommend that “an archaeological and historical resources survey be submitted as part of all land development applications” (Revised General Plan, Policy 11, p. 5-35). A Phase I archaeological survey was completed in April 2005. The survey consisted of surface reconnaissance and shovel testing of the larger property inclusive of the subject site. The consultant's report did not identify any previously unrecorded archaeological sites on the subject site and no further investigations were recommended.

No elements of the Green Infrastructure were identified on the subject site and no further investigations are recommended.

C. SITE DESIGN

The Revised General Plan's intent is to achieve and sustain a built environment of high quality (Revised General Plan, Policy 1, p. 5-5). The Design Guidelines, outlined on pages 20 and 21 of the Retail Plan, apply to the development of banks with drive-throughs. The application lacks specific information pertaining to building placement and design, parking, landscaping, and lighting. The Special Exception Plan (Sheet 2 of 3) shows the general location of the two banks and their parking. The notes section on Sheet 2 states however, that “this SPEX Plan is for illustrative purposes only and identifies the general locations of the financial institutions....which require SPEX approval. The locations and orientation of uses as part of this SPEX are subject to change within the SPEX area as part [of] site plan approval and final engineering and design.” Maximum flexibility with regards to the site's design, as proposed, provides no assurances that the ultimate development of the site will conform with the design guidelines of the Revised General Plan and the Retail Plan.

1. Building Placement and Design

The Retail Plan specifies that buildings within a multi-building center should exhibit a unity of design through the use of similar elements such as rooflines, materials, window arrangement, location of signage, and architectural details (Retail Plan, Policy A3, p. 20). Furthermore, building massing should be varied with the incorporation of recesses, off-sets, angular forms, or other features to avoid presenting a "blank side" to neighboring properties (Retail Plan, Policy A6, p. 20). The applicant has provided renderings to illustrate the proposed banks and their drive-through facilities; however none of the buildings appear to match the footprints provided on the submitted Special Exception Plan (Sheet 2 of 3). Additionally the renderings do not offer any indication of the type of signage that will be used. The Plan calls for signs in retail centers to be developed as an integral part of the overall center design and encourages a unified graphic design scheme (Retail Plan, Policy D1, p. 21). Designers are to limit the use of signs as well as reduce the size of signs and other features that may create visual clutter and a negative visual impact on the surrounding businesses.

Staff recommends that the applicant commit to building placement and design. Staff further recommends the building placement be located near the internal street to encourage pedestrian access. Such placement is consistent with the Moorefield Station Design Guidelines for Buildings within the Transit Supportive Area. Staff also recommends the applicant commit to four-sided architecture that will incorporate recesses, off-sets, angular forms, or other features to avoid presenting a "blank side" to adjoining properties. The applicant should also design the sign package to blend with the architecture of the buildings and to be unobtrusive. Staff notes that the site will have to meet the design guidelines as proffered for the Moorefield Station rezoning application (ZMAP 2001-0003) and will therefore be required to have a unified design theme with the rest of the development.

2. Landscaping and Buffering

The Retail Plan also calls for buildings and parking areas to be visually screened from adjacent streets and residential areas by heavy landscaping, depressed parking areas, and/or constructed earthen berms, in order to reduce their visual impact, provide shade, and reduce the heat absorption of the parking area (Retail Plan, Policies B3 & C1, p. 21). The street frontage of retail centers should also be landscaped with trees and incorporate a green edge on both sides of the street and between parking lots and sidewalks (Retail Plan, Policy A2, p. 20 and Policy C2, p. 21).

The submitted plat depicts landscaping comprised of canopy trees and shrubs along the northern and eastern perimeters of the property to screen views from Mooreview Parkway and a future day care use, respectively. Planting strips and canopy trees are proposed adjacent to the buildings and within the parking areas. No landscaping has been provided along the western perimeter of the

A6

property to screen views of the proposed drive-through facilities from adjoining business uses. While the submitted plat includes a landscape plan, it is "illustrative only", does not indicate the proposed types of plantings or the size of the shrubs and trees at installation and does not specify the type of buffer that will be provided, as required by the Zoning Ordinance. Furthermore, additional landscaping above the requirements of the Zoning Ordinance may be necessary to achieve the substantial vegetative edge along Mooreview Parkway as called for by Plan policies.

Staff requests more detailed information regarding the proposed landscaping plan to assess whether it is sufficient to buffer the proposed parking areas and drive-through facilities from Mooreview Parkway and the adjoining business uses. The use of native plant and tree species is encouraged. Staff also recommends a condition to ensure that the landscaped areas will be maintained for the life of the project.

3. Circulation, Parking, and Loading

The Retail Plan specifies that pedestrian traffic, internal to retail centers, should be provided with safe travel routes from the parking areas to the buildings with demarcated pathways and clear directional signage (Retail Plan, Policy 1, p. 20). Traffic flow and directional signage should be designed to safely route people within the center as well as create a sense of pedestrian comfort in an otherwise auto-oriented environment. The submitted plat depicts four lanes of drive-through traffic on the west side of "Bank 2" but does not allow access around the building without passing through a lane of the drive-through. The safety and flow of traffic around "Bank 2" could be improved by eliminating one of the drive-through lanes.

The Retail Plan states that site design should be compact with the buildings, not the parking, as the prominent feature of the site (Retail Plan, Policy A1, p. 20). The County also discourages additional impervious parking surfaces that exceed the parking requirements of the Zoning Ordinance, and encourages the use of pervious parking surfaces (Revised General Plan, Policy 1 & Policy 8, p. 6-30). The submitted plat shows a total of 67 parking spaces for the two proposed banks, 45 more than required by the Zoning Ordinance. Excess parking will also increase water run-off, scouring nearby streams and decreasing water quality. Those excess parking spaces should be converted into low impact development measures, such as rain gardens, depressed landscape areas, and/or swales to treat surface water run off on site.

Staff recommends the applicant provide a schematic depicting pedestrian movement on the subject site to ensure safe and efficient connections between the banks and other buildings in the future retail center. Staff also recommends that green spaces be provided between the sidewalks and the parking lots to clearly separate pedestrian and vehicular traffic.

Staff recommends that the applicant reevaluate the traffic pattern accessing the proposed drive-through for "Bank 2" and provide additional information regarding traffic circulation on the subject site.

Staff recommends reducing the amount of impervious surface on the site by providing only those parking spaces required by the Zoning Ordinance for the proposed uses. Staff recommends a low-impact parking lot design that provides filtration of pollutants and retention of parking lot run-off, such as landscaping and the use of natural features.

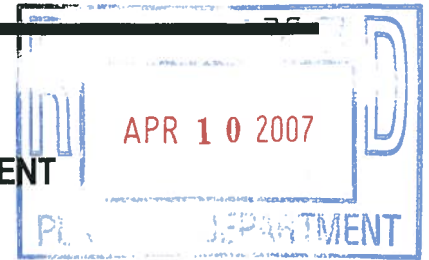
RECOMMENDATIONS

The two proposed banks with drive-through facilities comply with the business land use designation of the Revised General Plan and the special exception request appears to be supportable. However, Community Planning staff is not able to recommend approval of the special exception request until such time as the following issues regarding building and site design, signage, landscaping, vehicular and pedestrian access, and parking are addressed. Staff has outlined these issues and would be happy to meet with the applicant to discuss them.

Staff would be happy to meet with the applicant to discuss these issues.

cc: Julie Pastor, AICP, Planning Director
Cynthia Keegan, AICP, Community Planning Program Manager

COUNTY OF LOUDOUN
DEPARTMENT OF BUILDING AND DEVELOPMENT
ZONING ADMINISTRATION REFERRAL



DATE: April 10, 2007

TO: Nicole Steele, Project Manager, Planning Department

FROM: Adrienne Kotula, Planner, Zoning Administration

THROUGH: Marilee L. Seigfried, Deputy Zoning Administrator

CASE NUMBER AND NAME: SPEX-2006-0026, Moorefield Station Retail
Drive Thru Bank (2nd Referral)

**TAX MAP/ PARCEL
NUMBER (MCPI):** /93/////////42/ (MCPI: 121-47-6616)

The applicant, CTD Moorefield Retail, is requesting approval of a Special Exception for two banks with drive-through facilities. The subject parcel is zoned PD-TRC (Planned Development-Transit Related Center) under the Revised 1993 Loudoun County Zoning Ordinance. A bank or financial institution with drive through facilities is a Special Exception use within the PD-TRC zoning district per Section 4-1105(C)(3) and is subject to the performance standards contained within Section 5-659. The site is subject to the Proffers and Concept Development Plan approved with ZMAP-2001-0003 and is also subject to FIDP-2004-0002 which established the non-engineered elements of the site design. The portion of Moorefield Station which is subject to this application is located within the TDSA (Transit-Designed Supportive Area).

The following issues have been identified and must be addressed in order for the application to be in conformance with the requirements of the Revised 1993 Loudoun County Zoning Ordinance:

A. CRITICAL ISSUES

- **Section 4-1109(C)** – No commercial retail and service uses are permitted within Moorefield Station until a Final Development Plan has been approved which demonstrates that the minimum mix of uses (outlined on Sheet 2 the Concept Development Plan) has been achieved within the Transit-Designed Supportive Area.

B. OTHER ISSUES

- **Sections 4-1106, 4-1107, 4-1116 & 4-1120** – The zoning tabulation provided does not outline all of the requirements of these Sections. List all of the requirements. It is not necessary, at this time, to detail how these requirements will be met although the applicant is advised that it should be confirmed that the requirements can be satisfied by

this site.

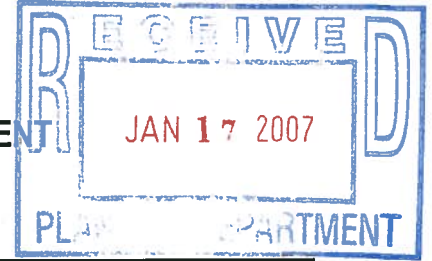
- **Section 4-1111(A)(2)** – Staff continues to note that there is no pedestrian connection from the sidewalk along Mooreview Parkway to the proposed bank buildings. Direct pedestrian access to the buildings is required by this Section. Also be advised that Section 4-1111(A)(3) requires that the most direct pedestrian route be provided.

C. CONDITIONS OF APPROVAL

- Zoning Administration Staff recommends a condition requiring substantial conformance with the Special Exception Plat.
- Zoning Administration Staff recommends a condition requiring substantial conformance with the elevations of the banks provided by the applicant.

The Zoning Administration has no further comments at this time.

COUNTY OF LOUDOUN
DEPARTMENT OF BUILDING AND DEVELOPMENT
ZONING ADMINISTRATION REFERRAL



DATE: January 17, 2007

TO: Nicole Steele, Project Manager, Planning Department

FROM: Adrienne Kotula, Planner, Zoning Administration

THROUGH: Marilee L. Seigfried, Deputy Zoning Administrator

CASE NUMBER AND NAME: SPEX-2006-0026, Moorefield Station Drive Thru Bank
Second Submission

**TAX MAP/ PARCEL
NUMBER (MCPI):** /93////////42/ (MCPI: 121-47-6616)

The applicant, CTD Moorefield Retail, is requesting approval of a Special Exception for two banks with drive-through facilities. The subject parcel is zoned PD-TRC (Planned Development-Transit Related Center) under the Revised 1993 Loudoun County Zoning Ordinance and is subject to the proffers and concept development plan from ZMAP-2001-0003, Moorefield Station.

CRITICAL ISSUE:

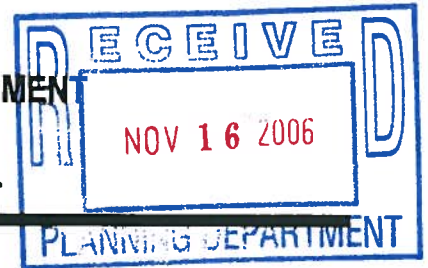
The uses proposed with this application are currently not permitted. (See Section 4-1109(C) and Sheet 2 of the Concept Development Plan from ZMAP-2001-0003.)

Upon the approval of FIDP-2005-0001, the uses will be permitted at this location. At that time, the Zoning Administration shall review the application for conformance to the applicable requirements.

The Zoning Administration has no further comments at this time.

This page intentionally left blank.

COUNTY OF LOUDOUN
DEPARTMENT OF BUILDING AND DEVELOPMENT
ZONING ADMINISTRATION REFERRAL



DATE: November 16, 2006

TO: Nicole Steele, Project Manager, Planning Department

FROM: *AK*
Adrienne Kotula, Planner, Zoning Administration

THROUGH: *ms*
Marilee L. Seigfried, Deputy Zoning Administrator

CASE NUMBER AND NAME: SPEX-2006-0026, **Moorefield Station Retail Drive Thru Bank**

TAX MAP/ PARCEL NUMBER (MCPI): /93////////42/ (MCPI: 121-47-6616)

The applicant, CTD Moorefield Retail, is requesting approval of a Special Exception for two banks with drive-through facilities. The subject parcel is zoned PD-TRC (Planned Development-Transit Related Center) under the Revised 1993 Loudoun County Zoning Ordinance. A bank or financial institution with drive through facilities is a Special Exception use within the PD-TRC zoning district per Section 4-1105(C)(3). The site is subject to the Proffers and Concept Development Plan approved with ZMAP-2001-0003 and is also subject to FIDP-2004-0002 which established the non-engineered elements of the site design. The portion of Moorefield Station which is subject to this application is located within the TDSA (Transit Design Supportive Area).

The following issues have been identified and must be addressed in order for the application to be in conformance with the requirements of the Revised 1993 Loudoun County Zoning Ordinance:

A. CRITICAL ISSUES

- **Section 4-1109(C)** – The use mix table for the TDSA (located on Sheet 2 of the Concept Development Plan for ZMAP-2001-0003) lists the proportion of commercial retail and services as zero. Accordingly, the minimum proportion of all other uses listed must be met (“as evidenced by an approved Final Development Plan”) prior to any commercial retail and services being approved. Therefore, FIDP-2005-0001 (in combination with the previously approved FIDP-2004-0002) must demonstrate that all other use percentage minimums are met *and* be approved prior to the approval of this Special Exception.
- **Section 5-659** – There are inconsistencies within the Special Exception Plat and Statement of Justification regarding the number of service lanes each bank is to contain. In some instances, four service lanes are proposed and in others, only three are proposed. This Section limits the number of service lanes to three, with one escape lane being

permitted. A modification, by Special Exception, of this requirement may be approved by the Board of Supervisors upon finding that such modification to the regulations will achieve an innovative design, improve upon the existing regulations, preserve the County's historic or archeological heritage, or otherwise exceed the public purpose of the existing regulation. If the modification is desired, provide a separate statement of justification for this modification which addresses the above mentioned Section 5-600 requirements as well as the requirements of Section 6-1300.

B. OTHER ISSUES

- **Sections 4-1106, 4-1116 & 4-1120** – A zoning tabulation should be provided which outlines the lot requirements as well as the required landscaped open space and tree canopy. It is not necessary, at this time, to detail how these requirements will be met although the applicant is advised that it should be confirmed that the requirements can be satisfied by this site.
- **Section 4-1111(A)(2)** – Staff notes that there is no pedestrian connection from the sidewalk along Mooreview Parkway to the proposed bank buildings. Direct pedestrian access to the buildings is required by this Section. Also be advised that Section 4-1111(A)(3) requires that the most direct pedestrian route be provided.
- **Sections 4-1118(A) & 6-1310(F)** – The landscaping provided between the parking lot and Mooreview Parkway does not completely screen the parking lot. In particular, the northeastern corner lacks landscaping and the shrubbery provided is insufficient.
- **Section 4-1118(B)** – The buffer type provided between the bank site and the future day care site should be stated. The buffer currently shown on the Special Exception Plat does not match any buffer within the Ordinance. Be advised that parking lot landscaping requirements must also be met.
- **Section 5-659(B)** – Demonstrate that adequate stacking spaces will be provided to avoid vehicle stacking within drive lanes, parking areas and streets. Staff notes that Bank Pad #2, as currently proposed, lacks an escape lane which would allow for the flow of traffic.
- **Section 5-1100** – Update/Remove the parking tabulation on Sheet 1. The parking rate for this portion of Moorefield Station is to be done at the Larger Integrated Shopping Center tabulation per FIDP-2004-0002. If the tabulation is removed, add a note stating that parking will be provided in accordance with FIDP-2004-0002, Section 5-1100, as well as Section 4-1117.
- The title block on Sheet 1 should be revised to state that the bank with drive-through use permitted by Section 4-1105(C)(5) is subject to Section 5-659.
- Update Note 1 on Sheet 1 to state that the site is subject to the proffers approved with ZMAP-2001-0003.

A-14

- Add a note which states that all development on this site is subject to FIDP-2004-0002.
- Remove/Revise Note 13 on Sheet 1. Several additional approvals are required after the approval of this Special Exception, not simply zoning permits. If the note is to remain, include all of these approvals. Alternately, remove the note.
- Revise Note 16 on Sheet 1 to state that signage will comply with the requirements of Section 5-1100, the modifications approved with ZMAP-2001-0003 and any additional modification which may be approved in the future. Additionally, the note should be revised to remove reference to the fact that signage locations shall be determined at site plan review as site plan review does not include the review of signage.
- The legend on Sheet 2 is called the "Existing Conditions Legend" yet existing conditions are not shown on this Sheet.
- Staff recommends the removal of reference to sign locations within the legend on the Special Exception Plat as this is determined at a later date within the County review process.
- The legend on Sheet 2 of the Special Exception Plat states that the maximum height of buildings is 40 feet while the plan itself shows the maximum height as 35 feet. Correct the discrepancy.
- Remove the first note at the top of Sheet 2. It is unnecessary to state that the applicant reserves the right to construct by-right uses, as the approval of this Special Exception does not preclude that from happening. Additionally, portions of the notes are redundant.
- Provide information which demonstrates that the front elevations of the banks shall be consistent with local and regional architecture as required by the proffered design guidelines. The elevations submitted do not demonstrate this.

C. CONDITIONS OF APPROVAL

- Zoning Administration Staff recommends a condition requiring substantial conformance with the Special Exception Plat and also recommends the removal of the notes on the plat which state that the plan is for illustrative purposes only.
- Zoning Administration Staff recommends a condition requiring substantial conformance with the front elevations of the banks provided by the applicant, once it has been determined that the architecture is consistent with local and regional architecture.

The Zoning Administration has no further comments at this time.

A-15

This page intentionally left blank.



Loudoun County Health Department

P.O. Box 7000
Leesburg VA 20177-7000



Environmental Health
Phone: 703 / 777-0234
Fax: 703 / 771-5023

Community Health
Phone: 703 / 777-0236
Fax: 703 / 771-5393

23 October 2006

MEMORANDUM TO: Nichole Steele, Project Manager
Department of Planning

FROM:  Matthew D. Tolley
Sr. Env. Health Specialist
Division of Environmental Health

SUBJECT: **SPEX 2006-0026; Moorefield Station Retail-Drive
Thru Bank
LCTM: 92/42 (PIN 121-47-6616)**

The Health Department has no objections to the approval of this application. The applicant needs to be aware that the abandonment of the well and sewage disposal system located further north on the same parcel must be permitted before any preliminary and the work performed prior to any record plat. The plat reviewed was prepared by Patton, Harris, Rust & Associates and was dated August 2006.

Attachments Yes ___ No X

If further information or clarification on the above project is required, please contact Matt Tolley at 771-5248.

MDT/JEL/mt
c:subdvgd.ref





This page intentionally left blank.



LOUDOUN COUNTY, VIRGINIA
Department of Fire, Rescue and Emergency Management
803 Sycolin Road, Suite 104 Leesburg, VA 20175
Phone 703-777-0333 Fax 703-771-5359



MEMORANDUM

To: Nicole Steele, Project Manager
From: Maria Figueroa Taylor, Fire-Rescue Planner
Date: November 6, 2006
Subject: Moorefield Station Retail – Drive Thru Bank
SPEX 2006-0026



Thank you for the opportunity to review the above captioned application to allow two financial institutions with drive-through facilities in the PD-TRC zoning district. The Fire and Rescue Planning Staff, in agreement with the Fire Marshal's Office, has no objection to the application as presented.

Staff did not receive comments from the first due fire-rescue company by the requested due date. If you have any questions or need additional information, please contact me at 703-777-0333.

C: Project file

*Teamwork * Integrity * Professionalism * Service*

ATTACHMENT 1d

A-19

This page intentionally left blank.



880 Harrison Street, SE • P.O. Box 4000 • Leesburg, Virginia 20177-1403 • www.lcsa.org

October 3, 2006

Ms. Nicole Steele
Department of Planning
1 Harrison Street, S.E.
P. O. Box 7000
Leesburg, Virginia 20177-7000

Re: **SPEX-2006-0026, Moorefield Station, Drive Thru Banks**

Dear Ms. Steele:

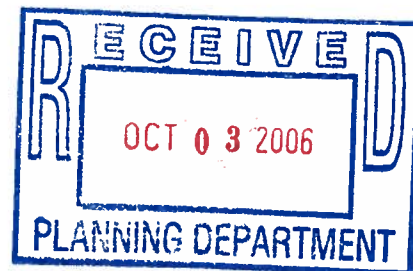
The Sanitation Authority has reviewed the referenced Special Exception application and offers no objection to the proposed use. Detailed comments on the design of the public water and sanitary sewer facilities will be addressed during the Sanitation Authority's Utility Extension Request process.

Public water and sanitary sewer service would be contingent upon the developer's compliance with the Authority's Statement of Policy; Rates, Rules and Regulations; and Design Standards. Should you have any questions, please do not hesitate to contact me.

Sincerely,

A handwritten signature in blue ink, appearing to read "Joyce L. Jones", is written over a light blue horizontal line.

Joyce L. Jones
Engineering Administrative Specialist



Dale C. Hammes, P.E.
General Manager/Treasurer

ATTACHMENT 1e

Richard C. Thoesen, P.E.
Deputy General Manager

Administration 703-771-1095 • Metro 703-478-8016 • Fax 703-777-9223 • Customer Service 703-771-1092 • Metro 703-478-8677 • Fax 703-771-4141

A-21

This page intentionally left blank.

County of Loudoun
Office of Transportation Services
MEMORANDUM

DATE: January 16, 2007

TO: Nicole Steele, Project Manager

FROM: Mark Matthews, Transportation Operation Engineer/Management Analyst *Mark Matthews*

THROUGH: Carol Lew, Senior Transportation Planner/Manager *CL* *JS*

SUBJECT: SPEX 2006-0026 Moorefield Station Retail – Drive Thru Bank
Second Referral

CTP ROAD: East Spine Road

Background

The applicant is seeking approval of a special exception application to allow for two drive-thru banks. The site is located within the Moorefield Station Retail Center on the south side of Mooreview Parkway (East Spine Road), just west of Loudoun County Parkway. The property is zoned for PD-TRC zoning district, Planned Development – Transit Related Center. Access to the site will be provided from the planned Mooreview Parkway (East Spine Road), with additional available via interparcel access from Old Ryan Road. In response to the Applicant's discussion dated December 14, 2006, the Office of Transportation Services provides the following response:

Comments

1. **Comment 1:** "On Page 2 of the Applicant's September 7, 2006 CTD Moorefield Retail Traffic Statement, the Applicant states: "Since a traffic study is not required per the Moorefield Station proffers for the FIDP – 1 development, the traffic analyses did not include a scoping session with Loudoun County." The proffers for ZMAP-2001-0003 clearly state in section IV: I(ii), "Modified uses or phasing which require a Concept Plan Amendment or Special Exception may require a revised traffic study in accordance with the FSM." Also, a scoping meeting was held and an agreement reached on February 6, 2006. Can the applicant clarify these comments for staff?"

Applicant Response: The applicant had provided a supplement to Mr. George Phillips of Loudoun County OTS to address the concern, as well as provide supplemental materials

requests for County review. The following paragraph in the September 22, 2006 outlines the clarification of study scope:

- **Study Requirements** – The submitted report was revised from the November 2004 traffic statement revised through March 2005, for the FIDP for Moorefield Station development west of Route 772 (FIDP 2004-0002). Consistent with the rezoning proffers RZ 2001-0003, traffic studies are required with certain development milestones, so the reference to the need for the traffic study in the report is inaccurate for the new review of proposed special exception of the two bank pad sites in Section II B of the development.
- A pre-scoping meeting between Loudoun County Office of Transportation Services staff and PHR+A to review technical requirements was held on Monday, February 6, 2006. The pre-scoping meeting minutes are included in Appendix A. The following topics were reviewed with staff prior to analysis preparation:

Issue Status: Resolved. Please note that OTS staff strongly disagrees with the applicant's following comment: "the need for the traffic study in this report is inaccurate for the new review of proposed special exception of the two bank pad sites." The proffers for Moorefield Station do not exempt the applicant from providing recent traffic data when needed by the county for the consideration of any new special exception application. Although staff disagrees with the applicant's traffic numbers, no additional traffic data is needed by the Office of Transportation Services at this time.

2. **Comment 2:** *"The Applicant should provide a comparison of the volume and trip generation of proposed uses without the drive-in bank special exception and with the special exception. The Applicant has provided trip generation data for the proposed Special Exception, as seen in Table 3. However, to assess the impact of SPEX-2006-0026, OTS will need a means of comparison. Are the drive-in banks in addition to the approved retail? If not, what is the proposed drive-in banks replacing?"*

Applicant Response: The proposed drive-in bank uses are replacing retail uses, as envisioned in the preliminary plans and assumed in the previous traffic studies. The amount of retail displaced varies based on the site design and layout, with a mix of tenants. The drive-in bank uses will encompass between 7,800 and 8,500 gsf of development, subject to final site plan design. In reviewing total trips for Section IIB, the traffic forecasts with the drive-in banks with approximately 150,000 gsf of commercial uses can be compared to the previous traffic analyses used for the FIDP submissions, as shown below. [SEE CHART]

The increases in peak hour trips are accounted for with the planned intersection capacity adjacent to the site, internal mixed use trip reductions west of Route 772, and pass-by trips.

Issue Status: Resolved, pending the adequate resolution of the issues associated with Comment 3. The proffered traffic signal at Mooreview Parkway and Loudoun County Parkway must be installed when warranted.

3. **Comment 3:** *"When will the drive-in banks be opened in relation to the phasing of other businesses and improvements?"*

Applicant Response: The center will be developed generally in one phase. Currently it is proposed as one phase with the submitted site plan. The center cannot open without improvements of Mooreview Parkway and Old Ryan Road.

Issue Status: Not resolved. The Applicant should clarify whether Mooreview Parkway is being built to the interim or ultimate condition as specified in the Countywide Transportation Plan. If it is built to the interim condition, Mooreview Parkway should be built to accommodate the ultimate condition (in accordance with the Countywide Transportation Plan, Appendix 1: A1-32) of a U6M road plus bicycle/pedestrian facilities on both sides of the road. The applicant needs to depict the ultimate condition of the road with lane directional arrows and bicycle/pedestrian facilities and show how the proposed improvements would work within the ultimate condition both on the plan view and in a cross section. The plan view and cross section should depict a ten foot wide multi-purpose trail centered over a fourteen public access easement if not in the ROW or bicycle lanes on both sides of the road. Additional ROW may be required for turn lanes required at all intersections, per the Countywide Transportation Plan.

If the bicycle/pedestrian facilities are not proffered, please label "proposed locations" and "to be built by others." Staff recommends the applicant review construction plans submitted to the County for Mooreview Parkway (East Spine Road) to ensure coordination with the bicycle/pedestrian facilities and to address any transitions between bicycle/pedestrian facility types. Please depict in cross section final design ROW line and centerline.

4. **Comment 4:** *"Depending on phasing and/or peak hour impact, does the applicant propose any additional infrastructure in the vicinity of this site?"*

Applicant Response: None are anticipated, as the adjacent roadway improvements, signalization, and turn lanes included in the technical analyses are proffered by Moorefield Station, and are under construction as part of adjacent development.

Issue Status: Not resolved. The illustrated lane configuration on Mooreview Parkway (East Spine Road) needs significant improvement, including the question of dual right turn-lanes and compatibility with ultimate condition of East Spine Road in the Countywide Transportation Plan.

The Applicant should also label Mooreview Parkway as "also known as Route 772 Relocated (Ashburn Village Boulevard/East Spine Road)", in order to clarify its nomenclature in the CTP.

5. **Comment 5:** *"What bicycle and/or pedestrian facilities are associated with this location?"*

Applicant Response: There are bicycle lockers included within this center. There are pedestrian walkways, crosswalks and a plaza all proposed as a part of the retail center.

Please refer to the attached Retail Center exhibit which will help demonstrate the pedestrian connectivity.

Issue Status: Not resolved. Please see Comment #3.

6. Comment 6: *"The applicant should fulfill all the proffers required related to this site."*

Applicant Response: It is understood by the applicant that the proffers must be satisfied as they relate to this site.

The roadways are being implemented as part of the site development of Section 2B and the previous infrastructure improvements for Moorefield Greens, to the west. These improvements address the following proffers from ZMAP 2001-0003 IV (Transportation) B. (i.) (a through d, for the residential streets west of Ryan Road), IV B. (ii) (a, for Mooreview Parkway adjacent to the site), IV D. (I, interparcel access to Parcel 92/C/4/1 for the daycare site), IV H. (Signalization) (i) (g, Loudoun County Parkway and Mooreview Parkway), (ii) (h, Mooreview Parkway and Ryan Road/Hutchison Street) when warranted, VI. H. (Regional Trail System). The only transportation proffer not implemented for roadway improvements adjacent to the site is IV B. (viii) for Loudoun County Parkway widening southeast of the site, anticipated at 8,000,000 gsf of development at Moorefield Station.

Issue Status: Resolved.

Conclusion


The Office of Transportation Services cannot support this application until all comments are resolved.


CC: Andrew G. Beacher, Assistant Director, Highway Division Chief
CC: Art Smith, Senior Coordinator

County of Loudoun
Office of Transportation Services
MEMORANDUM

DATE: October 25, 2006

TO: Nicole Steele, Project Manager

FROM: Mark Matthews, Transportation Operation Engineer/Management Analyst 

THROUGH: Art Smith, Senior Coordinator 

SUBJECT: SPEX 2006-0026 Moorefield Station Retail – Drive Thru Bank
First Referral

Background

The applicant is seeking approval of a special exception application to allow for two drive-thru banks. The site is located within the Moorefield Station Retail Center on the south side of Mooreview Parkway, just west of Loudoun County Parkway. The property is zoned for PD-TRC zoning district, Planned Development – Transit Related Center. Access to the site will be provided from the planned Mooreview Parkway, with additional available via interparcel access from Old Ryan Road.

Existing, Planned and Programmed Roads

Mooreview Parkway in the vicinity of this site is planned as a 6-lane urban section in a 120 foot right-of-way (ROW). Ryan Road (Route 772) is included in the Countywide Transportation Plan (CTP) as a 6-lane median divided urban collector in a 120 foot ROW, with bicycle and pedestrian accommodations included and left and right turn lanes required at all intersections. Loudoun County Parkway is also included in the CTP as a controlled access median divided 6 lane urban arterial in a 120 foot ROW, with turn lanes and bicycle/pedestrian accommodations included.

Existing and Forecasted Traffic Volumes and Levels of Service

Mooreview Parkway is not yet built. According to the Figure 6 of the Applicant's Trip Generation Summary dated September 7, 2006, Mooreview Parkway will ultimately carry 37,700 ADT in the vicinity of this property. According to the same Summary, Ryan Road will carry 10,700 ADT. The intersections of Mooreview Parkway with Ryan Road and Loudoun County Parkway are planned to be signalized intersections. It is important to know any impact

A.27

the drive-in banks may have on the level of service during the AM and the PM peak hours, and if delays at this intersection will differ from approved plans.

The applicant has stated that the proposed site will generate 386 trips for the PM Peak Hours and 104 trips for the AM Peak Hours. The average daily traffic that will be generated by this site is approximately 2,076 vehicles. The total new FDP trips for Phase I of Moorefield Station is 16,240, per the Applicant's September 7, 2006 CTD Moorefield Retail Traffic Statement.

Comments

1. On Page 2 of the Applicant's September 7, 2006 CTD Moorefield Retail Traffic Statement, the Applicant states: "Since a traffic study is not required per the Moorefield Station proffers for the FIDP – 1 development, the traffic analyses did not include a scoping session with Loudoun County." The proffers for ZMAP-2001-0003 clearly state in section IV: I(ii), "Modified uses or phasing which require a Concept Plan Amendment or Special Exception may require a revised traffic study in accordance with the FSM." Also, a scoping meeting was held and an agreement reached on February 6, 2006. Can the applicant clarify these comments for staff?
2. The Applicant should provide a comparison of the volume and trip generation of proposed uses without the drive-in bank special exception and with the special exception. The Applicant has provided trip generation data for the proposed Special Exception, as seen in Table 3. However, to assess the impact of SPEX-2006-0026, OTS will need a means of comparison. Are the drive-in banks in addition to the approved retail? If not, what is the proposed drive-in banks replacing?
3. When will the drive-in banks be opened in relation to the phasing of other businesses and improvements?
4. Depending on phasing and/or peak hour impact, does the applicant propose any additional infrastructure in the vicinity of this site?
5. What bicycle and/or pedestrian facilities are associated with this location?
6. The applicant should fulfill all the proffers required related to this site.

Conclusion

The applicant needs to adequately address the above questions and outstanding issues. The Office of Transportation Services has not received adequate information to provide a recommendation at this time. Additional transportation related comments will be provided upon review of the applicant's response.



COMMONWEALTH of VIRGINIA

DAVID S. EKERN, P.E.
COMMISSIONER

DEPARTMENT OF TRANSPORTATION

14685 Avion Parkway
Chantilly, VA 20151
(703) 383-VDOT (8368)

January 19, 2007

Ms. Nicole Steele, Project Manager
County of Loudoun
Department of Planning MSC#62
1 Harrison Street, S.E.
P.O. Box 7000
Leesburg, Virginia 20177-7000



Re: Moorefield Station Retail – Drive Thru Bank
Loudoun County Application Number: SPEX 2006-0026

Dear Ms. Steele:

We have reviewed the above application as requested and have no objection to the approval.

If you have any questions, please call me at (703) 383-2046.

Sincerely,

A handwritten signature in blue ink, appearing to read "Rashid Siraj".

Rashid Siraj, P.E.
Transportation Engineer

(App.01-19-07)

This page intentionally left blank.



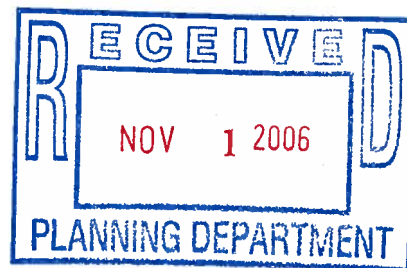
COMMONWEALTH of VIRGINIA

DAVID S. EKERN, P.E.
COMMISSIONER

DEPARTMENT OF TRANSPORTATION

14685 Avion Parkway
Chantilly, VA 20151
(703) 383-VDOT (8368)

October 26, 2006



Ms. Nicole Steele, Project Manager
County of Loudoun
Department of Planning MSC#62
1 Harrison Street, S.E.
P.O. Box 7000
Leesburg, Virginia 20177-7000

Re: Moorefield Station Retail – Drive Thru Bank
Loudoun County Application Number: SPEX 2006-0026

Dear Ms. Steele:

We have reviewed the above application as requested and offer the following comment:

1. The right-in access from Mooreview Parkway was intended exclusively for the future day care site. The applicant therefore should somehow ensure that it will not be used by the drive thru bank also.

If you have any questions, please call me at (703) 383-2046.

Sincerely,

Rashid Siraj, P.E.
Transportation Engineer

(Com.10-26-06)

This page intentionally left blank.